

Chief Information Officer

Administrator VI

Agency Name:	Dept. of Public Utilities
Official Title:	Administrator VI
Functional Title:	Chief Information Officer
Occupational Group:	Not Used
Position Type:	EX - Exempt from Civil Services
Full-Time or Part-Time:	Full-Time
Salary Range:	\$41,017.08 to \$93,731.29 Annually
Bargaining Unit:	M99
Shift:	Day
Confidential:	No
Number Of Vacancies:	1
City/Town:	Boston
Region:	BOSTON
Facility Location:	Department of Public Utilities One South Station Boston, MA 02110
Application Deadline:	01-27-2009
Apply Online:	No
Posting ID:	J17213

Duties:

The DPU is responsible for the regulation of monopoly energy utilities in the Commonwealth; developing alternatives to traditional regulation and traditional monopoly arrangements; monitoring service quality; regulating safety in the transportation and natural gas pipeline areas; and for the siting of energy facilities. The mission of the DPU is to ensure that utility consumers are provided with the most reliable service at the lowest possible cost; to protect the public from transportation and natural gas accidents; to oversee the energy facility siting process; and to ensure that residential ratepayers' rights are protected under regulations.

The Chief Information Officer [CIO] is responsible for overseeing the daily operations of the MIS Division. The CIO develops and implements strategies, policies and procedures to maximize the use of information technology throughout the DPU. The CIO prioritizes IT projects, initiatives and system upgrades and determines direction of technology department-wide. Develops short and long range plans and goals based on budgetary guidelines and oversees the state-wide implementation of projects, initiatives and upgrades. The CIO develops new and revises existing policies and guidelines which govern the use and implementation of DPU's information technology physical assets, including the network, hardware and software. Such policies include, but are not limited to, use of computers, software products, all telecommunications systems [laptops, cell phone, blackberry] cameras, audio visual equipment, wireless and dial up communication and Internet access. The CIO works closely with the Deputy Executive Director to prepare budget requests that include equipment and personnel needs. The CIO oversees the development and maintenance of the DPU's internet and intranet. The CIO

recommends investments in innovative technologies, infrastructure improvements, software/hardware systems and new equipment to support network and desktop systems.

The CIO develops and implements strategic IT initiatives which support the mission of the DPU, and which use information technology as a tool to:

Streamline and consolidate business practices to provide more efficient service to consumers of the Commonwealth and reduce the regulatory burden on businesses; and

Provide information and services to the citizens in the most convenient, efficient and cost effective manner.

The CIO works directly with the Deputy Executive Director, the Executive Director, the Chairman, & General Counsel, and the Chief Information Officer of the Executive Office of Energy and Environment to ensure the Division's mission critical systems remain operational. HE/She represents the Department on information technology matters with other agencies such as Information Technology Division (ITD), IT vendors, and other outside entities.

The CIO manages the staff of the MIS division.

Qualifications:

MINIMUM ENTRANCE REQUIREMENTS:

Applicants must have at least five years of full-time, or equivalent part-time, supervisory or managerial experience in business administration, business management, or public administration.

SPECIAL REQUIREMENTS: None.

Preferred Qualifications:

Education: Bachelor of Science in computer science or a related technical field or equivalent combination of post-secondary education and work experience, required. Masters degree in Computer Science or related technical field, preferred.

Skills and Experience:

minimum of 5 years experience as a technical lead or systems architect on large complex projects requiring the integration of multiple internal and external systems.

Track record of driving initiatives, proactively developing practical solutions and ideas that add value.

Track record of developing clear and appropriate system designs and models, demonstrating creativity and an ability to invent elegantly simple models of complex entities.

Clearly demonstrated ability to understand overall corporate technology strategy and apply it when recommending technical solutions.

Significant experience providing effective technical advice to staff to improve their technical skills.

Significant experience performing technical analysis, evaluation and recommendations of technology tools and solutions.

Demonstrated ability to proactively foresee, break down, analyze and resolve complex technical

and/or functional problems, required.

- **Negotiation/influence:** Demonstrated ability to successfully work with and achieve consensus amongst disparate groups with competing agenda. Effectively and assertively presents one's point of view without alienating others. Is able to negotiate effectively. This includes skillfully and appropriately managing expectations and negotiating deliverables with customers demonstrating flexibility and political astuteness.
- **Adaptability:** Is flexible and able to work within the system. Able and willing to take on and learn additional and different responsibilities. Effectively manages pressure, not easily frustrated. Demonstrates consistently positive attitude toward change. Emotionally stable, able to handle crises and to maintain composure.
- **Communication:** Strong communication skills, including the ability to speak and write clearly and concisely. Able to appropriately tailor communications to the size and nature of the audience, including business and company management. Demonstrated questioning, listening and non-verbal communication skills. Expresses disagreement professionally. Proven ability to deliver presentations on technology or solution design to non-technical/business or management audience.
- **Leadership/Accountability:** Demonstrated ability to develop solutions and new ideas that add value, to take the initiative to get the right people involved, and to resolve matters quickly and effectively. Track record of establishing and maintaining partnerships with others in IT and with Business users, and with finding out ways to customize what IT has to offer to fit the customer's situation.
- **Core competencies of communication, leadership, ability to drive change, innovative outlook and problem analysis.**
- **Experience:** A minimum of 10+ years of increasingly responsible systems development experience on multiple platforms. Full technical competency in all phases of applications systems development.
Minimum 5 years effectively leading requirements gathering, design and development of complex systems.
Demonstrated track record of providing strong competent technical leadership on multiple complex projects, required.

Comments:

Salary is commensurate with experience.

The Commonwealth of MA Employment Application must be included with the cover letter and resume. To access the application go to www.mass.gov/hrd and select Employment Application listed under Employment Opportunities.

NO FAX, E-MAIL or CALLS PLEASE

How To Apply:

Please mail cover letter and resume to:
Timothy J. Shevlin, Jr., Executive Director
Department of Public Utilities
One South Station
Boston, MA 02110

Agency Web Address:

<http://www.mass.gov/dpu>

Diversity Officer:

Ms. Gail Soares, (617) 305-3692

An Equal Opportunity/Affirmative Action Employer. Females, minorities, veterans, and persons with disabilities are strongly encouraged to apply.